

This form must be used to request a school place for pupils moving back into mainstream education from (EHE) Elective Home Education during the school year. Return the form to School Admissions, Hyde Town Hall, Market Street, Hyde, SK14 1AL or send by email: [schooladmissions@tameside.gov.uk](mailto:schooladmissions@tameside.gov.uk)

## Section 1: Child's Details

<b>1. First Name:</b>		<b>Middle Name(s):</b>		<b>Surname:</b>	
<b>2. Date of Birth:</b>			<b>3. Age:</b>		<b>4. Current Year Group:</b>
<b>5. Gender (please identify):</b>					
<b>6. Does your child need support to speak English? (please tick):</b> YES <input type="checkbox"/> NO <input type="checkbox"/> SOME <input type="checkbox"/>					
<b>7. First Language learned (or home language):</b>					
<b>8. Current Address:</b>					
<b>9. Postcode:</b>			<b>10. How long has the child lived at this address?</b>		
<b>11. Proposed New Address:</b>					
<b>12. Postcode</b>			<b>13. Date of Change of Address (evidence may be requested):</b>		
<b>14. Is the child in public care (LAC) or fostered under an arrangement by the Local Authority?</b> If YES please give the name of the Local Authority:					YES <input type="checkbox"/> NO <input type="checkbox"/>
<b>15. Was the child previously looked after and now adopted, on a residency order or special guardianship order?</b>					YES <input type="checkbox"/> NO <input type="checkbox"/>
<b>16. Does the pupil have a Education Health &amp; Care Plan (EHCP) which names a school or specialist provision?</b>					YES <input type="checkbox"/> NO <input type="checkbox"/>
<b>17. Is the child Baptised Roman Catholic?</b>					YES <input type="checkbox"/> NO <input type="checkbox"/>

## Section 2: Parent / Carer Details

Please note: Section 2 should be completed by those with Parental Responsibility for the child. Where parents have shared responsibility for a child, they must discuss and agree on the need for a transfer and the preferred schools.

<b>Parent / Carer 1</b>	<b>First Name:</b>	<b>Surname:</b>	<b>Title:</b>
<b>1. Your relationship to the child (e.g. Eg. Mother, Father, Carer, Social Worker etc):</b>			
<b>2. Address if different from pupil's address:</b>			
<b>3. Mobile Phone:</b>		<b>4. Home Phone:</b>	
<b>5. Email address:</b>			
<b>Parent / Carer 2</b>	<b>First Name:</b>	<b>Surname:</b>	<b>Title:</b>
<b>1. Your relationship to the child (e.g. Eg. Mother, Father, Carer, Social Worker etc):</b>			
<b>2. Address if different from pupil's address:</b>			
<b>3. Mobile Phone</b>		<b>4. Home Phone:</b>	
<b>5. Email address:</b>			

### Section 3: Your Child's School History

This section **must** be completed even if the previous school was not in the UK

1. Last school name and address:

2. Date last attended:

3. Reason for leaving last school:

**Section 4: School Preference - Your child's previous school will be approached in the first instance under the Fair Access Protocol. However in limited circumstances an alternative school may be named by the In Year Fair Access Panel (IYFAP). Indicate your preferred alternative school which may be considered by the IYFAP.**

Preferred School Name:

Name(s) of siblings attending this school:

Reasons for preferring this school:

### Section 5: Reasons for Application

Please indicate your reasons for requesting a school place

Please tick

a) Moving from one area of Tameside to a different area of Tameside

b) Moving to Tameside from another area of the UK

c) Moving to Tameside from another country (please state which country)

d) No house move but would like to return to mainstream education

### Section 6: Parent / Carer Declaration

I certify that I have parental responsibility for the child named in Section 1 and that **all** persons with parental responsibility have agreed to this transfer. I confirm that the information given on this form is true to the best of my knowledge and belief. I understand that giving false or deliberately misleading information may result in the withdrawal of the offer of a school place.

Signature of parent ..... Date.....

Data Protection Act 1998: In accordance with the Data Protection Act 1998 we must inform you that by signing these forms you are giving your consent for Tameside Metropolitan Borough Council (MBC) to process the information detailed in this form for the purposes of school admissions. The information may be shared not only with other departments in Tameside MBC but also with other relevant professionals and bodies such as schools, the Department for Education and the NHS. This sharing will only be done where it is necessary to provide you with a school place or where we are legally obliged to do so and is strictly in accordance with the Data Protection Act 1998.

#### DATA PROTECTION ACT

The Council maintains a Register Entry in respect of Education which includes the administration relating to pupils. Personal information provided on this form is treated in confidence and complies with the requirements of the Act. This information may also be shared with other Local Authorities. Verification of Information – the Council may verify information you have provided on this form, which could involve contacting other departments of the Council or other Councils who maintain records. In instances where the information provided is different from that held, they may use the information on this form.